

THE NEW JERSEY STATE BOARD OF MORTUARY SCIENCE
124 HALSEY STREET, NEWARK NJ, 07101
HUDSON ROOM, 6th FLOOR
9:30 A.M., TUESDAY, JUNE 7, 2016
<http://www.state.nj.us/lps/ca/nonmed.htm#mort7>

OPEN SESSION MEETING MINUTES

ATTENDANCE

James J. Marrocco, President
Thomas M. Keiser, Jr., Secretary
Charles F. Bechtold
Thomas E. Day
Curtis S. Macysyn (Public Member)(arrived 9:40 A.M.)
Bayode Olabisi (Public Member)
Anthony J. Papavero Jr.
John Radzieta Sr.
Lloyd Wimberg

ABSENT

Garrett C. Jones - Excused

ALSO ATTENDING

Quin Archer, Executive Director
Jodi Krugman, Deputy Attorney General
Sabrina Dwight, Administrative Assistant
Cynthia Khalil, Principal Clerk Transcriber

APPROVAL OF MINUTES

New Jersey State Board of Mortuary Science Open Minutes for May 3, 2016. On motion made by Mr. Wimberg, seconded by Mr. Radzieta, the Board voted to accept the minutes as read. All voted in favor of the motion.

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EXECUTIVE DIRECTOR'S REPORT

Ms. Archer reported that the total number of complaints received in May are 8 and the total for 2016 are 39.

Ms. Archer reported that the next regular Board meeting has been scheduled for Tuesday, July 12, 2016, in the Sussex Conference Room, 6th floor.

Ms. Archer reported that 5 candidates registered for the July 15, 2016 Jurisprudence Examination held at Mercer County Community College.

Ms. Archer reported that the 2017 meeting dates are as follows:

January 3, 2017	July 11, 2017
February 7, 2017	August 8, 2017
March 7, 2017	October 3, 2017
April 4, 2017	October 31, 2017
May 2, 2017	December 5, 2017
June 6, 2017	

ANNUAL ELECTION OF OFFICES:

Pursuant to the provisions of **N.J.S.A.** 45:7-37, the Board held elections for the following offices:

The nomination committee nominated Charles F. Bechtold as President. Mr. Macysyn nominated Mr. Olabisi as President. Mr. Keiser, Mr. Day, Mr. Papavero, Mr. Radzieta, Mr. Wimberg and Mr. Marrocco voted for Charles Bechtold.

The committee nominated Thomas M. Keiser, Jr., as Secretary. The Board unanimously voted for Mr. Keiser.

Mr. Charles F. Bechtold is President and Mr. Thomas M. Keiser, is Secretary.

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INTERN REGISTRATIONS

Ny'esha Bowe-Harvey, Sconiers Funeral Service
Jeffrey DiLeo, Hillsborough Funeral Home
Jessica Phelan, Van Emburgh-Sneider-Pernice Funeral Home
Eliany Sanchez, Kohler Funeral Home
Nicholas Sisto, S.J. Priola Parsippany Funeral Service
Brian Wahler, Gray Funeral Home
Matthew Watson, Watson Mortuary Service, Inc.
Christopher Worden, Marrocco Memorial Chapel

New intern registration for 2016: 25

This was for the Board's information only.

NEW LICENSEES

Jessica R. Kondak Licensed by Application

Licensed by Application for 2016: 7 Licensed by Credentials for 2016: 1

This was for the Board's information only.

NEW INSTALLATIONS

Scala Memorial Home LLC, Hackettstown, Mgr., Denise Maguire

New Installation received in May: 1 Total for 2016: 10

This was for the Board's information only.

CONTINUING EDUCATION

(Approved courses are found on the state website www.njconsumeraffairs.gov/mort under the licensee tab)

A) American Academy McAllister Institute : Brian Kasler

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|---|------|
| 1) The Roman Catholic Church and Cremation (5/24/16) | 1hr |
| 2) Resolving Preparation Glitches with Minor Fixes (5/24/16) | 2hrs |
| 3) Surrogate Court: Its Duties, Functions and Purpose (5/24/16) | 0hr |
| 4)What is the Office of Public Administrator (5/24/16) | 0hr |

B) New Jersey Funeral Service Education Corporation: Adam Guziejewski

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| 1) OSHA Paperwork Obligations for Management.....(7/20/16) | 2hrs |
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C) Selected Independent Funeral Home: Amy Hunt

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| 1) 2016 Women's Roundtable (7/19-20/16) | 0hrs |
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D) National Funeral Directors Association: Jackie Lindberg

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|---|-----|
| 1) Proposed Revisions to Wage and Hour....(7/14/16) | 1hr |
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E) Honor You Memorial Products: Samuel Stewart

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| 1) Meaningful Memorable Funerals (various) | 1hr |
| 2) Using Social Media Funeral Profession (various) | 1hr |
| 3) Appropriate Marketing for Death Care Industry (various) | 1hr |
| 4) Generational Studies (various) | 2hrs |

F) International Order of the Golden Rule: Jessica A. Smith

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| 1) 2016 Annual Conference (webinar) | 8.5hrs |
| 2) Unsolved Embalming Mysteries (4/29/16) | 1hr |
| 3) How Have the Talk of a Lifetime Will Increase ROI (4/28/16) | 1hr |

G) New Jersey Funeral Service Education Corporation: Kaitlyn Lynch

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|---|-------|
| 1) Certified Celebrant Training (9/21/16) | 17hrs |
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H) National Funeral Directors Association: Jackie Lindberg

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| 1) Leadership Today | 0hr |
| 2) Breakout by Office (7/11/16) | 0hrs |
| 3) Arranger Training... like you have never....(7/12/16) | 1hr |
| 4) Tough Talking: Initiating and Managing....(7/12/16) | 2hrs |
| 5) Road to Relevance: Five Strategies for.....(7/24/16) | 1hr |
| 6) NFDA Arranger Training (8/23/16) | 8hrs |

I) National Funeral Directors Association: Jackie Lindberg

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| 1) Hospice from the Inside Out (8/11/16) | 1hr |
| 2) 2016 Annual All-Staff Training (open) | 4hrs |

The committee reported that section A) American Academy McAllister Institute numbers 3 and 4 were not approved; section C) Selected Independent Funeral Home was not approved; section D) National Funeral Directors Association was not approved; section F) International Order of the Golden Rule; number 2 and 3 were given as webinars at another time, all courses were approved. In the future the Board needs a new application or a letter informing us of repeat uses of an approved course; section H) National Funeral Directors Association; number 1 and 2 was not approved. On motion made by Mr. Wimberg, seconded by Mr. Day, the Board voted to accept committee report as read. All voted in favor of the motion.

CORRESPONDENCE

Linda Van Arsdale, Trust Project Manager of Choices, informs the Board that they were authorized to prepare the notification letters to the purchasers of records, regarding the change of business structure for Christy Funeral Home, LLC. This was for the Board's information only.

Lauren Thomas, Member Services Manager, for The International Conference Funeral Service Examining Boards, provided the Board with a copy of the Conference Model Application that was approved by its members and adopted by the delegate assembly at its 112th Annual Meeting. This was for the Board's information only.

Daniel Simone, Program Director and Interim Dean of Students, offered the use of the Eastwick College facilities, for proctoring the jurisprudence examination. Upon discussion the Board determined, due to Eastwick college being a private school, there would be a lengthy Request For Proposal process. Upon further review, the Board determined that it would be a conflict of interest for Eastwick College to proctor the jurisprudence examination. On motion made by Mr. Day, seconded by Mr. Wimberg, the Board will stay with Mercer County College for now. A thank you letter will be issued to Mr. Simone for their offer. All voted in favor of the motion. Mr. Bechtold asked if this matter could be tabled for Board to discuss alternate options for proctoring the 2018 Jurisprudence Examination.

OPEN DISCIPLINARY MATTERS

#16-19 Michael Zylka paid the penalty of \$900.00 for the violation N.J.A.C.13:36-4.1 (a) (b) on April 20, 2016. This was for the Board's information only.

#16-20 Carnie Bragg Jr., paid the penalty of \$6,800.00 for the violation N.J.A.C.13:36-4.1 (a) (b) on April 26, 2016. This was for the Board's information only.

#16-27 Francis Givnish paid the penalty of \$600.00 for the violation of N.J.S.A.45:7-72.1 and N.J.A.C.13:36-10.3 on April 29, 2016 and have submitted copies of his 2016 certificate of completion as proof of compliance. This was for the Board's information only.

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#16-28 Leo Mickey paid the penalty of \$200.00 for the violation of N.J.S.A.45:7-72.1 and N.J.A.C.13:36-10.3 on May 18, 2016. This was for the Board's information only.

#16-29 Jerome Tilton paid the penalty of \$700.00 for the violation of N.J.S.A.45:7-72.1 and N.J.A.C.13:36-10.3 on May 20, 2016. This was for the Board's information only.

GENERAL QUESTION FROM THE PUBLIC

Kim Cheung is requesting advice on how to properly handle the unclaimed cremains that has been stored in his business office attic from the Gorny and Gorny Funeral Home that went out of business 30 years ago. The Board asked Ms. Archer to contact Rosedale Crematory to see what they are willing to do in this situation. Mr. Cheung will be contacted to see if he is willing to assume the cost of the process.

PUBLIC COMMENTS

Adam S. Guziejewski requested a copy of the conference model application.

EXECUTIVE SESSION - 10:20 A.M. On motion made by Mr. Bechtold, seconded by Mr. Wimberg, the Board determined to go into executive session to discuss consumer complaints and/or conduct investigative inquiries. The results of these deliberations will be made known if the Board determines disciplinary or other law enforcement action is necessary. If the Board determines to issue uniform penalty letters, that action will be taken in public session immediately after the executive session.

Respectfully submitted,

Thomas M. Keiser, Jr.,
Secretary

Dated

